

CITY OF HURST  
COUNTY OF TARRANT

STATE OF TEXAS

On the 17<sup>th</sup> day of October, 2019 at 6:00 p.m., the Parks and Recreation Board of the City of Hurst, Texas, convened its Regular Meeting at the Hurst Public Library, 901 Precinct Line Road, Hurst, Texas, with the following member's present to-wit:

Alan Neace	)	Chairman
Ralph Hurd	)	Members
Pat King	)	
Rod Robertson	)	
Gary Waldron	)	
Bob Walker	)	
Will Blackburn	)	Alternates
Jessica Martin	)	
Malaika Farmer	)	Assistant City Manager
Kyle Gordon	)	Executive Director of Community Services
Hannah Titony	)	Community Services Management Assistant
Chris Watson	)	Recreation Director
Kristie Weaver	)	Parks Director
Eric Starnes	)	Director of Facilities & Project Management
Amy Oden	)	Recreation Manager
Jordan Taylor	)	Recreation Manager
Paige Lutz	)	Recreation Administrative Assistant
Kathleen Nahidi	)	Parks Administrative Assistant

with no members absent, constituting a quorum, at which time the following business was transacted:

**I. Call to Order:** Alan Neace called the meeting to order at 6:00 p.m.

**II. Roll Call of Members:** Paige Lutz conducted the Roll Call of Members.

Kyle Gordon reported that Karen Spencer has resigned from the Board. Ms. Spencer has been on the Board since 2011. City Council will fill the seat in the near future.

**III. Approval of Minutes:** Rod Robertson made a motion to approve the minutes of the September 19, 2019 regular meeting; Ralph Hurd seconded the motion.

AYES: Hurd, King, Neace, Robertson, Waldron, Walker

NOES: None

**IV. Staff Report:**

**A. Director's Report:**

1. **September Participation Report:** Chris Watson presented the following statistics for the September Participation Report:

<u>September</u>	
Recreation Center	12,155
Classroom Programs	1,131
Fitness Center	4,041
Tennis Center	1,599
Facility Rentals	73
Active Members	2,501

2. **Program Highlight:** Amy Oden, Recreation Manager, reported the October Program Highlight features the Kid's Kitchen Classes. The classes are taught by Stacie Castillo. Ms. Castillo has taught at the Recreation Center for over eight years. The classes include Cake Decorating, Kids Cooking, Kitchen Chem Fun, and Sweets Galore. The classes teach kitchen safety and how to make fun and easy treats.

**B. Special Events:**

1. **2019 Fish Stocking Program:** The dates for the upcoming fish stocking at the Chisholm Park Pond were displayed.
2. **Walktober Update:** Jordan Taylor, Recreation Manager, reported that as part of the Healthy Hurst program, the Hurst Recreation Center is currently celebrating National Walking Month with the Annual Walktober Program throughout the month of October. Currently, 100 participants have registered for the program.
3. **Kid's All-American Fishing Derby Recap:** Amy Oden presented a recap of the Kid's All-American Fishing Derby. The event was held on September 20<sup>th</sup> at Chisholm Park Pond. She noted that 145 participants enjoyed an evening of fishing and a free meal courtesy of In-N-Out Burger.
4. **National Night Out Recap:** The Annual National Night Out event was held on October 1<sup>st</sup>. This event is an annual community-building campaign that promotes police-community partnerships and strengthens neighborhood camaraderie. The event took place at Vivagene Copeland Park, Jaycee Baker Park, Echo Hills Park, and Smith-Barfield Park.
5. **Fall Festival Recap:** Amy Oden reported that the third annual Hurst Fall Festival event was held on October 5<sup>th</sup> at Northeast Mall. The event hosted an estimated 3,652 participants and included a Pumpkin Patch, Hayrides, a live DJ, Farmer's Market, and Craft Vendors.
6. **Family Camp-out Preview:** The Annual Family Overnight Camp-out event is scheduled for October 18<sup>th</sup> & 19<sup>th</sup> at Chisholm Park. The event will include a Chuck Wagon dinner, s'mores by the campfire, and a Movie in the Park.

7. **Santa and Soldiers Veterans Day Parade Preview:** Amy Oden presented a preview of the Santa and Soldiers Veterans Day Parade. The event is scheduled for November 9<sup>th</sup> beginning at 8:30 a.m. The parade will begin east of the Bedford Euless Road and Precinct Line Road intersection and continue west on Bedford Euless Road to Northeast Mall. The event will kick-off the Holiday Season at Northeast Mall welcoming Santa to the Mall.
8. **Heritage Village Presents:** Hannah Titony reported that the Heritage Village Presents event, Dogtoberfest, was held on October 10<sup>th</sup> with 150 in attendance. Movie in the Park is scheduled for November 1<sup>st</sup>, featuring Disney's *Aladdin*.

**C. Works in Progress:**

1. **TXDOT Green Ribbon Grant Phase 2:** The project is complete. Staff will conduct a final inspection in mid to late October.
2. **TXDOT Green Ribbon Grant Phase 3:** The project will be complete by mid to late October. Currently, the contractor is placing decomposed granite and plant material in the medians.
3. **TXDOT Green Ribbon Grant Phase 3a:** The medians at the SH 10 and Hwy 820 intersection are being drastically modified with the upcoming highway construction. The City has paid for a consultant to design the landscape for the medians and the construction will be funded by TXDOT out of the highway project.
4. **TXDOT Green Ribbon Grant Phase 4:** TXDOT has approved the project for construction. As a result, the City Council will approve the project in late October. The project should start in early December.
5. **Tennis Center Renovations:** The architect has completed design plans, and the cost estimate is being prepared. Construction will occur late in the year.
6. **Animal Shelter and Dog Park:** The design for the Animal Shelter will be complete at the end of October. The construction of the Animal Shelter will start early next year.
7. **Rickel Park Overlook:** The cantilevered wood structure will be replaced with a concrete deck that overlooks the channel. Currently, Staff is seeking pricing for the proposed work.

**D. Staff Activities:**

1. **Service Awards:** Chris Watson reported that several Community Services employees received recognition for their years of service at the annual Service Award Luncheon. Amy Oden, 5 years, Rafael Martinez, 5 years, and Rodney McGrew, 35 years. Jennifer Kashner, Madison Bass, Brent

Coleman, Ed Beatty, and Corey Rose also received Gold COINS (Code of Ideals Never Stops) awards at the luncheon.

2. **November Calendar:** Chris Watson reviewed the calendars of events highlights for the month of November.

**V. Report of the Committee:**

**A. John Butler Memorial Senior Citizens Banquet**

1. **Door Prize List Distribution:** The Door Prize List for the John Butler Senior Banquet was reviewed by the Board.
2. **Door Prize Committee Selection:** The Board selected the Door Prize Committee for the Banquet. Pat King, Bob Walker and Jessica Martin were selected to represent the Committee.

**VI. Communications:**

- A. Social Media Presence:** Chris Watson presented examples of the Recreation Center's Social Media presence.

**VII. Unfinished Business:** None to discuss at this time.

**VIII. New Business:**

- A. Brookside Convention Center Policy and Fee Update:** Jordan Taylor, Recreation Manager, presented an update on the Brookside Convention Center's Policies and Fees. He noted that the following changes will take place on January 1, 2020: Security Deposits will increase to \$300.00 from the current \$200.00 per reservation. Security Attendant fees will increase from \$45.00 to \$50.00 per time slot and a "30 Day Change" fee will go into effect.

A recommendation for the approval of the Brookside Convention Center Policy and Fee Update was presented to the Board. Jessica Martin made the motion to approve the updating of the Brookside Convention Center Policies and Fees as presented; Pat King seconded the motion.

AYES: Hurd, King, Neace, Robertson, Waldron, Walker

NOES: None

**IX. Informational Items:**

- A. FY 2019-20 Budget Update:** Malaika Farmer, Assistant City Manager, presented a video reviewing the FY 2020-21 Budget. She discussed changes that the State Legislature made that have negatively impacted cities.
- B. Cost Recovery and Resource Analysis:** Kristie Weaver presented the Cost Recovery and Resource Analysis. She reported that Staff is developing criteria to

evaluate the existing fee structure and resource allocation among the Parks, Recreation, and Senior Center divisions. The presentation reviewed the project mission and expectations, scope of work, and anticipated timeline. Staff is evaluating proposals from various consultants and will bring a recommendation for approval to the Board at the November meeting.

- C. Texas Amateur Athletic Federation Update:** Chris Watson presented the Board with the 2019 TAAF Platinum Member City Award. He noted that this is the second year that the City has earned this award.

Mr. Watson reported that Jennifer Kashner, Recreation Manager, received the 2019 TAAF Region 4 "Professional Service" award. Ms. Kashner and Barbara Barnette, Softball Coordinator, both received an award for 5 years of Outstanding Service to the TAAF Games of Texas.

He also reported that the City was awarded the TAAF 45 & Over State Basketball Tournament to be held April 4-6, 2020.

- D. Christmas Decorating Program:** Kristie Weaver presented the timeline and schedule for the City's Christmas Decorating Program.

- E. Boards and Commissions Orientation:** Kyle Gordon reported that the Boards and Commissions Orientation is scheduled for October 28<sup>th</sup> at 6:00 p.m. at the Hurst Conference Center.

- X. Board Member and Citizen Comments:** Ralph Hurd requested that Staff investigate the cost of mailing the Board packets and consider e-mailing the packets instead.

- XI. Adjournment:** Gary Waldron made a motion to adjourn the meeting, Pat King seconded the motion.

AYES: Hurd, King, Neace, Robertson, Waldron, Walker

NOES: None

Alan Neace adjourned the meeting at 7:29 p.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2019

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
RECORDING SECRETARY